

Appendix 1

FISCAL YEAR 2008 REPORTING REQUIREMENTS FOR COUNTY HEALTH PLANS

Instructions

- Reports must be submitted to the contract manager with the **exception** of the encounter data, which is submitted electronically via the DEG. Reports must be submitted to the contract manager (not other Departments or Sections) to be logged as received.
- The authority for all reports is in section II-V of the agreement.

Report	Due Date ¹	Period Covered	Instructions/Format
ANNUAL			
Quality Improvement Plan	3/1/08	1/1/07 - 12/31/07	II-P of Agreement
Data Certification Statement	1/1/08	1/1/08- 12/31/08	Form MSA 2012
Litigation Report	3/1/08	1/1/07- 12/31/07	II-V(1) of Agreement
Cost Reporting	3/1/08	10/1/06- 9/30/07	Format provided by DCH
SEMI-ANNUAL			
Grievance and Appeal	4/30/08 10/30/08	10/1/07 - 3/31/8 4/1/08 - 9/30/08	MSA2014
QUARTERLY			
Quarterly Financial Reports	2/15/08 5/15/08 8/15/08 11/15/08	10/1/07 – 12/1/07 1/1/08- 3/31/08 4/1/08– 6/30 /08 7/1/08 – 9/30/08	Format provided by DCH
MONTHLY			
Encounter Data	25 th of each month	Previous month's adjudicated encounters	837 v4010A1 and NCPDP v5.1/Batch 1.1 Implementation & Companion Guides Data layout provided by MDCH
Provider Roster	Last day of each month	Current provider roster	
OTHER			
Fraud and Abuse Process	Within 30 days of the Grant Agreement effective date	Current process	Appendix 2 of Grant Agreement

¹If due date is not a business day, reports received on the next business day will be considered timely.

NOTE: DCH will assign interim due dates for plans that become effective on or after 1/1/08.